

**COUNTY EXECUTIVE'S 2007 BUDGET****DEPT:** DEPARTMENT OF PUBLIC WORKS – DIRECTOR'S OFFICE**UNIT NO.** 5800**FUND:** General - 0001**OPERATING AUTHORITY & PURPOSE**

The Director's Office is charged with the general management of the Department of Public Works (DPW).

The DPW - Director's Office provides supportive services to the DPW divisions through oversight, coordination and technical assistance.

The Department of Administrative Services (DAS) – Fiscal Affairs Division will continue to assign the

services of one Fiscal Administrator (DPW) and one Fiscal and Budget Manager (Highway) to DPW. The DAS – Human Resources Division will continue to assign the services of one Human Resources Coordinator to DPW. DPW - Director's Office will maintain a reporting relationship with Fiscal and Human Resources staff in the various DPW divisions.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2005 Actual</b>	<b>2006 Budget</b>	<b>2007 Budget</b>	<b>2006/2007Change</b>
Personal Services (w/o EFB)	\$ 1,453,848	\$ 1,688,352	\$ 321,349	\$ (1,367,003)
Employee Fringe Benefits (EFB)	950,898	976,772	149,410	(827,362)
Services	13,460	25,159	46,035	20,876
Commodities	40,342	76,000	11,000	(65,000)
Other Charges	0	3,500	3,000	(500)
Debt & Depreciation	0	0	0	0
Capital Outlay	0	0	0	0
Capital Contra	0	0	0	0
County Service Charges	458,638	281,835	443,164	161,329
Abatements	(994,371)	(691,177)	(742,654)	(51,477)
<b>Total Expenditures</b>	<b>\$ 1,922,815</b>	<b>\$ 2,360,441</b>	<b>\$ 231,304</b>	<b>\$ (2,129,137)</b>
Direct Revenue	37,612	187,920	187,920	0
State & Federal Revenue	0	0	0	0
Indirect Revenue	228,466	186,651	0	(186,651)
<b>Total Revenue</b>	<b>\$ 266,078</b>	<b>\$ 374,571</b>	<b>\$ 187,920</b>	<b>\$ (186,651)</b>
<b>Direct Total Tax Levy</b>	<b>1,656,737</b>	<b>1,985,870</b>	<b>43,384</b>	<b>(1,942,486)</b>

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2005 Actual</b>	<b>2006 Budget</b>	<b>2007 Budget</b>	<b>2006/2007Change</b>
Central Service Allocation	\$ 37,308	\$ 66,833	\$ 124,342	\$ 57,509
Courthouse Space Rental	132,120	12,537	45,363	32,826
Tech Support & Infrastructure	37,155	25,511	25,111	(400)
Distribution Services	88	83	131	48
Telecommunications	7	0	0	0
Record Center	866	837	181	(656)
Radio	12,952	11,444	0	(11,444)
Computer Charges	10,781	21,329	6,369	(14,960)
Applications Charges	26,112	23,080	17,511	(5,569)
<b>Total Charges</b>	<b>\$ 257,389</b>	<b>\$ 161,654</b>	<b>\$ 219,008</b>	<b>\$ 57,354</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,656,737</b>	<b>\$ 1,985,870</b>	<b>\$ 43,384</b>	<b>\$ (1,942,486)</b>
<b>Total Property Tax Levy</b>	<b>\$ 1,914,126</b>	<b>\$ 2,147,524</b>	<b>\$ 262,392</b>	<b>\$ (1,885,132)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

## COUNTY EXECUTIVE'S 2007 BUDGET

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UNIT NO. 5800

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PERSONNEL SUMMARY				
	2005 Actual	2006 Budget	2007 Budget	2006/2007 Change
Personal Services (w/o EFB)	\$ 1,453,848	\$ 1,688,352	\$ 321,349	\$ (1,367,003)
Employee Fringe Benefits (EFB)	\$ 950,898	\$ 976,772	\$ 149,410	\$ (827,362)
Position Equivalent (Funded)*	55.5	46.9	3.9	(43.0)
% of Gross Wages Funded	95.9	97.7	100.0	2.3
Overtime (Dollars)**	\$ 47,993	\$ 2,508	\$ 0	\$ (2,508)
Overtime (Equivalent to Position)	0.8	0.1	0.0	(0.1)

\* For 2005 Actuals, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Clerical Assistant I	Unfund	1/1.0	DPW- Directors Office	36,000
			TOTAL	\$ 36,000

### MISSION

The mission of the DPW - Director's Office is to provide essential supportive services to DPW Divisions through oversight, coordination and technical assistance.

### DEPARTMENT DESCRIPTION

The DPW – Director's Office is responsible for the management of the Department of Public Works administrative functions, including establishment and implementation of Department policies and procedures, personnel administration, accounting, safety and training, and general public information services. Human resources and budgeting functions will continue to be provided for the department through the Department of Administrative Services – Fiscal Affairs and Human Resources Divisions. The function of security operations was transferred to Facilities Management in 2006.

### BUDGET HIGHLIGHTS

- Personal Services without fringe benefits decrease \$1,367,003, from \$1,688,352 to \$321,349. Funded positions decrease 43.0 from 46.9 to 3.9. All Security Operations positions were transferred to Facilities Management in 2006.
- The currently vacant position of Clerical Assistant I is unfunded in the 2007 Budget. The

services of a Human Resources Management Assistant is returned to DAS-Human Resources, eliminating the cross-charge for this position.

- One position (1.0 FTE) of Human Resources Coordinator (DPW), previously budgeted in the Department of Public Works - Director's Office, will be crosscharged from Human Resources to the Director's Office in 2007.
- In 2004, Security Operations was relocated from Facilities Management to the Director's Office through an appropriation transfer. In 2006, Security Operations was relocated back to Facilities Management through an appropriation transfer.
- An appropriation of \$25,000 is budgeted for membership to East Wisconsin Counties Railroad Consortium. The mission of this group is to work with the state and local governments to promote and develop freight rail lines in Southeastern Wisconsin. Membership in this group will ensure that Milwaukee County has a voice in bringing rail lines through the immediate area so as to remain competitive with other areas around the state and country.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12),

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Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation

when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."